



City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Agenda - Approved PERSONNEL BOARD

Wednesday, February 12, 2014

12:00 PM

210 Martin Luther King, Jr. Blvd.
Room 525 (City-County Building)

If you need an interpreter, translator, materials in alternate formats or other accommodations to access this service, activity or program, please call the phone number below immediately.

Si necesita un intérprete, un traductor, materiales en formatos alternativos u otros arreglos para acceder a este servicio, actividad o programa, comuníquese inmediatamente al número de teléfono que figura a continuación.

Yog tias koj xav tau ib tug neeg txhais lus, ib tug neeg txhais ntauv, cov ntaub ntauv ua lwm yam los sis lwm cov kev pab kom siv tau qhov kev pab, kev ua num los sis kev pab cuam no, thov hu rau tus xov tooj hauv qab no tam sim no.

Please contact Bill Wick, Human Resources, 608-266-4615,
wwick@cityofmadison.com

CALL TO ORDER / ROLL CALL

APPROVAL OF MINUTES

Approve the minutes of the December 4, 2013 meeting:
<http://madison.legistar.com/Calendar.aspx>

PUBLIC COMMENT

Limit to three (3) minutes each person

DISCLOSURES AND RECUSALS

Members of the body should make any required disclosures or recusals under the City's Ethics Code.

NEW BUSINESS

1. [32935](#) Amending Section 3.54(1)(b) of the Madison General Ordinances by deleting the classification of "Police Property Supervisor" in Compensation Group 18, Range 05, and recreating it in Compensation Group 18, Range 08.

Sponsors: Paul R. Soglin

Legislative History

1/27/14	Attorney's Office/Approval Group Board of Estimates, Personnel Board	Referred for Introduction
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2. [32930](#) Recreate the position (#3529) of Police Property Supervisor, currently in CG18, Range 05, in CG18, Range 08 in the Police Department, and reallocate the incumbent (M. Packard) to the new position.

Sponsors: Paul R. Soglin

Attachments: [PBMemo PolicePropertySupv.pdf](#)
[PolicePropertySupervisorClass Spec.pdf](#)
[Packard PD.pdf](#)

Legislative History

1/24/14	Human Resources Department Board of Estimates, Personnel Board	Referred for Introduction
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3. [32620](#) Amending Section 3.54(1)(b) of the Madison General Ordinances by creating the classification of "Process Improvement Specialist" in Compensation Group 18, Range 10.

Sponsors: Paul R. Soglin

Legislative History

12/19/13	Attorney's Office/Approval Group Board of Estimates, Personnel Board, 1/21/14 Common Council meeting	Referred for Introduction
1/7/14	COMMON COUNCIL Additional referral: Personnel Board	Referred to the BOARD OF ESTIMATES
1/7/14	BOARD OF ESTIMATES	Refer to the PERSONNEL BOARD

4. [32617](#) Recreating the newly created position of MIS3 (CG18, R10), identified in the 2014 Operating Budget Salary Detail for Information Technology, as a Process Improvement Specialist, in CG18, Range 10.

Sponsors: Paul R. Soglin

Attachments: [PB Memo IT Process Improve Spec.pdf](#)
[Process Improve Spec Class Desc.pdf](#)
[Process Improve Spec PD.pdf](#)

Legislative History

12/18/13	Human Resources Department Board of Estimates 1/13/14, Personnel Board 1/8/14	Referred for Introduction
1/7/14	COMMON COUNCIL Additional referral: Personnel Board.	Referred to the BOARD OF ESTIMATES
1/7/14	BOARD OF ESTIMATES	Refer to the PERSONNEL BOARD

5. [32605](#) SUBSTITUTE Reallocating the incumbent (M. Winter) of position #1247 to the budgeted level of Traffic Engineer 4. Deleting one Traffic Engineer 3 position (CG18,R14) (#1247) in the permanent salary detail of the Traffic Engineering-Division budget, recreating it as a Traffic Engineer 4 position (CG18,R15) and reallocating the current incumbent to the new position.

Sponsors: Paul R. Soglin

Attachments: [PBMemo TE4 M Winter 12 12 13.pdf](#)
[PD.pdf](#)
[32605-version1.pdf](#)

Legislative History

12/16/13	Human Resources Department Board of Estimates 1/13/14, Personnel Board 1/8/14	Referred for Introduction
1/7/14	COMMON COUNCIL Additional referral: Personnel Board.	Referred to the BOARD OF ESTIMATES
1/7/14	BOARD OF ESTIMATES	Refer to the PERSONNEL BOARD

6. [32611](#) Recreating position #413 to a Program Assistant 1 in the Library budget and reallocating incumbent Mark Penner to the new position.

Sponsors: Paul R. Soglin

Attachments: [PB Memo AdminClerk_LA \(MPenner\) v2.pdf](#)
[PD2.pdf](#)

Legislative History

12/17/13	Human Resources Department Board of Estimates 1/13/14, Personnel Board 1/8/14	Referred for Introduction
1/7/14	COMMON COUNCIL Additional referral: Personnel Board.	Referred to the BOARD OF ESTIMATES
1/7/14	BOARD OF ESTIMATES	Refer to the PERSONNEL BOARD

7. [32933](#) Amending Section 3.54(1)(b) of the Madison General Ordinances by deleting the classification of "Monona Terrace Assistant Operations Manager" in Compensation Group18 (CG18), Range 04, creating the classification of "Monona Terrace Assistant Operations Manager" in CG18, Range 05, and creating the classification of "Monona Terrace Assistant Operations Supervisor" in CG18, Range 04.

Sponsors: Paul R. Soglin

Legislative History

1/27/14	Attorney's Office/Approval Group Board of Estimates, Personnel Board	Referred for Introduction
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8. [32914](#) Retitle the existing position (#3326) of Monona Terrace Assistant Operations Manager, occupied by T. Sangha, as a Monona Terrace Assistant Operations Supervisor. Recreate the existing position (#3596) of Monona Terrace Assistant Operations Manager, occupied by B Cator, in CG18, R05, and reallocate the incumbent to the new position.

Sponsors: Paul R. Soglin

Attachments: [PB Memo MT Asst Ops Mgr.pdf](#)

[MT Asst Ops Mgr accepted.pdf](#)

[MT Asst Ops Supv accepted.pdf](#)

[PD Cator.pdf](#)

[PD Sangha.pdf](#)

Legislative History

1/24/14	Human Resources Department Board of Estimates, Personnel Board	Referred for Introduction
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9. [32918](#) Recreate the 1.0 FTE position #696 of Program Assistant 1 (CG17/R11), currently occupied by A. Freedman, as a 1.0 FTE Program Assistant 2 (CG17/R12) within the Economic Development Division budget, and reallocate the incumbent to the new position.

Sponsors: Paul R. Soglin

Attachments: [PA2 Memo ECD.pdf](#)

[Program Assistant 2 Class Spec.pdf](#)

[Freedman PD.pdf](#)

Legislative History

1/24/14	Human Resources Department Board of Estimates, Personnel Board	Referred for Introduction
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10. [32913](#) Recreating a vacant Engineering Program Specialist 1 (#1888, CG16, R17) position at the Water Utility to a Surveyor 2 (CG18, R08).

Sponsors: Paul R. Soglin

Attachments: [PB Memo Surveyor 2 Water FINAL.pdf](#)

[Survey 2 Water PD.pdf](#)

Legislative History

1/24/14	Human Resources Department Board of Estimates, Personnel Board	Referred for Introduction
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11. [32892](#) Reallocating the incumbent of position #857 (H. Donahue) to the budgeted level of Human Resources Analyst 3.

Sponsors: Paul R. Soglin

Attachments: [PBMemo HRA 3 Donahue.pdf](#)

[PD Donahue HRA3 1-2014.pdf](#)

Legislative History

1/22/14

Human Resources
Department
Board of Estimates, Personnel Board

Referred for Introduction

ADJOURNMENT